



## NCE SUMMER LEADERSHIP INSTITUTE REGISTRATION FORM

*The Allerton Hotel  
July 24 - 26, 2014 | Chicago, IL*

Attendee type:

- ☐ I am a member of NCE  
☐ I am NOT a member of NCE

Print Name (First, M.I., Last)

Title (example: Director of Technology Services or Executive Director)

Chapter / Organization

Address

City, State, Zip Code

Phone Number (XXX-XXX-XXXX)

E-mail

**How long have you been a member of NCE?**

- ☐ Less than 1 year. ☐ 1 to 5 years.  
☐ 6 to 15 years. ☐ 16 to 25 years.  
☐ 25 + years.

**Is this your first time attending the Summer Leadership Institute?**

- ☐ Yes ☐ No

**Do you have any dietary restrictions?**

**Do you require supports and services to attend this event?** Please indicate if you cannot use stairs.

### REFUND POLICY:

All refund requests must be received on or before July 7, 2014. NO EXCEPTIONS. Please send your written request to Robin Powers at robin@cmig.com. There will be a \$25 processing fee for all refund requests. No refunds are given for no-shows. Refunds will be processed after the event.

Questions, please call 919.782.9417 or email ncearc@thearc.org.



SUMMER LEADERSHIP INSTITUTE	Before 5/6/14	Before 7/2/14	Late & On-Site
<input type="checkbox"/> Member of NCE	\$345	\$370	\$400
<input type="checkbox"/> Non-member	\$395	\$420	\$450

**1. SUBTOTAL \$** \_\_\_\_\_

**Summer Leadership Institute includes:** Professional development sessions, training materials & closing brunch (Saturday).

### OPTIONAL EVENING EVENTS

#### Thursday, July 24, 2014 @ 6:00 pm

The Second City Comedy Club – \_\_\_\_\_ x \$75 \$ \_\_\_\_\_  
package including private reception at Adobo Grill and theater tickets.  
Round trip transportation is included.

#### Friday, July 25, 2014 @ 7:30 pm

Spirit of Chicago dinner cruise – \_\_\_\_\_ x \$95 = \$ \_\_\_\_\_  
includes: cruise, dinner, DJ and dancing, Chicago skyline views.  
Transportation to/from Navy Pier (cab fare) is not included.

**2. SUBTOTAL \$** \_\_\_\_\_

### GUEST TICKETS

#### Closing Brunch, July 26, 2014 10:30 am – 12:30 pm

Closing Brunch Guest Ticket \_\_\_\_\_ x \$50 = \$ \_\_\_\_\_

**3. SUBTOTAL \$** \_\_\_\_\_

### TOTAL FEES FROM ALL BOXES

SUMMER LEADERSHIP INSTITUTE \$ \_\_\_\_\_  
OPTIONAL EVENING EVENTS \$ \_\_\_\_\_  
GUEST TICKETS \$ \_\_\_\_\_

**GRAND TOTAL ENCLOSED: \$** \_\_\_\_\_

### PAYMENT INFORMATION

☐ Check (Payable to The Arc) ☐ Visa ☐ Mastercard ☐ Amex

Name: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Signature: \_\_\_\_\_

#### Mail to:

The Arc  
Attn: NCE Summer Leadership  
Institute Registration  
1825 K Street, NW, Suite 1200  
Washington, DC 20006

Register online and pay by check  
or credit card:

[www.thearc.org/nce/training/  
summer-leadership-institute](http://www.thearc.org/nce/training/summer-leadership-institute)

**Fax to: Robin Powers, CMIG  
(919)-782-5131**